

# 2024-2025 Student Agenda

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## 2024-2025 Walton Enrichment Block (WEB) Schedule

Fall Semester	Spring Semester
Aug 14 <sup>th</sup> (9 <sup>th</sup> Must Stay/Club Fair)	Jan 8 <sup>th</sup>
Aug 19 <sup>th</sup> - DLD	Jan 15 <sup>th</sup>
Aug 28 <sup>th</sup>	Jan 29 <sup>th</sup>
Sept 11 <sup>th</sup>	Feb 5 <sup>th</sup>
Sept 18 <sup>th</sup>	Feb 12 <sup>th</sup>
Oct 2 <sup>nd</sup>	Feb 26 <sup>th</sup>
Oct 9 <sup>th</sup> (PSAT 9 <sup>th</sup> & 10 <sup>th</sup> )	March 3 <sup>rd</sup> - DLD
Oct 14 <sup>th</sup> - DLD	March 12 <sup>th</sup>
*Oct 18 <sup>th</sup> (Homecoming/Senior Breakfast)	March 19 <sup>th</sup>
Oct 23 <sup>rd</sup> (PSAT 11 <sup>th</sup> )	March 26 <sup>th</sup>
Oct 30 <sup>th</sup>	*April 4 <sup>th</sup>
Nov 13 <sup>th</sup>	April 16 <sup>th</sup> – Yearbook Day
Nov 20 <sup>th</sup>	May 15 <sup>th</sup> – Underclassmen Final Exam Exemptions
Dec 4 <sup>th</sup>	
Dec 11 <sup>th</sup>	
Dec 16 <sup>th</sup> – Final Exam Exemptions	

WEB is scheduled on Wednesday unless noted

\*Friday WEB

\*DLD – Asynchronous Digital Learning Day

### Testing Schedule

Students are subject to testing at any time for daily grades. Major tests will be given in departments according to the following schedule:

Monday	Tuesday	Thursday	Friday
Social Studies	Fine Arts	Social Studies	Fine Arts
Math	English	Math	English
CTAE	Science	CTAE	Science
Physical Ed	World Language	Physical Ed	World Language

- \* Major tests are to be distinguished from quizzes. Major tests are not to be called quizzes and are not to be given on unscheduled days.
- \* A test interrupted on Friday due to a pep rally or other program may be given the following Monday.
- \* Test assignments or projects scheduled when school is canceled for inclement weather will be given or due the day school resumes.
- \* If a teacher is giving a test that takes two days, the second day of testing should occur on the NEXT SCHEDULED departmental testing day.
- \* If a school holiday, WEB, or scheduled workday occurs on a day that is a departmental test day, the Wednesday of that week becomes the default test day for that department. Department tests that are not affected by a missed day SHOULD NOT schedule a test for Wednesday.

## 1.1 Walton Enrichment Block (WEB)

### General WEB (Walton Enrichment Block) Information

At Walton High School, we believe that finding innovative ways to educate students should be an endless journey. On most five-day school weeks, students are dismissed for WEB at 12:35 pm from their regular schedule (see WEB Schedule below). Students determine, based on a variety of available activities, how they will spend the remainder of the day. The afternoon consists of four 25-minute blocks that students can sign up to attend. Enrichment activities may include tutoring time with teachers, community service, research in the media center, make-up work, SAT prep, guest speakers, and other opportunities that will benefit students.

### Must Stay List

“Must Stay” means a student must sign up and attend WEB blocks. During homeroom advisement each WEB, students on the “Must Stay” list will receive a notice that they are required to stay for WEB. All students will be required to sign in each block for attendance purposes. Attendance will be taken during each block. **If a student is on the “Must Stay” list, failure to attend WEB blocks will result in an administration referral. Students on the must-stay list must account for time for all four blocks.**

**All students regardless of grade level, who do not return the permission form signed by their parents will automatically be on the “Must Stay” list.**

### WEB Schedule (12:35 pm – 3:30 pm)

*From 8:20-12:35 on WEB days, students attend their 1<sup>st</sup> through 7<sup>th</sup>-period classes (shortened class periods).*

**Q Block/WEB Concessions**

**12:35-12:55**

**Block A 1:00-1:25**

**WEB Detention: A & C block in dining hall**

**Block B 1:30-1:55**

**Block C 2:00-2:25**

**Buses run at 3:30**

**Block D 2:30-3:00**

**3:00 – all students remaining on campus will report to the dining hall until they are dismissed to the buses.**

## Section 2 - Academics

### 2.1 Academic Integrity

The faculty and students at Walton High School honor academic and personal integrity. We believe that every student has the right to learn in an environment free from academic dishonesty. Everyone has the duty to display honesty, integrity, respect, and responsibility, as these characteristics are essential in achieving and sustaining academic excellence. Academic integrity is expected on classroom assignments as well as on summer or supplemental assignments.

### **Cheating at Walton includes but is not limited to the following activities:**

- Copying another person's homework or allowing another person to copy your work
- Looking at and/or copying information from another student's test/exam/quiz/essay
- Having another person (parent, older sibling, friend, tutor, etc.) complete an assignment or any part of an assignment for you under any circumstances
- Sharing assignment or assessment information with other students who have not yet taken the assessment
- Stealing exams, quizzes, or other assignments from a teacher or classroom either physically or electronically
- Using stolen tests, materials, etc.
- Submitting a graded or ungraded assignment composed by another person or AI-generated at any point in time
- Unauthorized use of study aides, notes, books, data, apps, computer programs, AI, etc. on an assignment
- Sabotaging another student's work
- Possessing any teacher grading key or teacher text/manual at any time
- Unauthorized use of electronics during assessments
- Any type of communication with another student during an assessment period
- Communicating with another student after completing an assessment while the assessment is being completed by other students in the classroom.
- Failure to report advanced knowledge of an assessment or answer key in a timely manner to a faculty member.
- Plagiarism - Plagiarism is the use of passages, materials, words, and/or ideas that come from someone else without properly naming the source. Examples include, but are not limited to:
  - Copying someone else's assignment
  - Copying text or other materials from the Internet or other sources without citing them (e.g. PLTW assignments, research papers, essays, etc.)
  - Paraphrasing items from a book or article without citing them
  - Using translation software to translate sentences or passages
    - Using the same sentence structure or thesis as another source without citing it
  - If someone or something else has done the work (or any portion of it) for you and you do not acknowledge it, you are being academically dishonest.
  - Using AI to produce or complete graded or ungraded assignments or assessments

### **Consequences of Academic Dishonesty:**

Consequences for academic dishonesty on homework/classroom assignments are applied at the teacher level. Assignments will receive a grade of zero and a change in conduct grade for the semester. For all other occurrences of academic dishonesty, students will be referred to the appropriate administrator and given a consequence according to the guidelines set below.

Type of Infraction	Consequence
<b>Minor Infraction:</b> Copying another person's homework/classwork or allowing another person to copy homework	<ul style="list-style-type: none"> <li>• The student receives a zero on the assignment</li> <li>• N in conduct for that class that semester</li> <li>• The teacher will contact the parent</li> </ul>
<b>Major Infraction:</b> 2 <sup>nd</sup> Minor Infraction in same class OR Any other act of academic dishonesty or violation of Walton Honor Code	<ul style="list-style-type: none"> <li>• The student receives a zero on the assignment</li> <li>• Loss of final exam exemption for that class for that semester</li> <li>• U in conduct for that class that semester</li> <li>• Administrative Referral Form</li> <li>• Other consequences may be applied in accordance with Cobb County and/or state policy</li> <li>• Legal actions may be taken if warranted</li> </ul>

Academic dishonesty may result in permanent removal or ineligibility from honor societies and other leadership positions in extracurricular activities, clubs and student government at the club sponsor's discretion. Academic dishonesty infractions are cumulative. Increased penalties apply.

## 2.2 Technology Use

Students/parents may opt in for a school-issued device through ParentVue. Students are expected to use technology in a responsible, safe, ethical, and legal manner whether the device is personal or issued by CCSD. Any unauthorized use, failure to comply with policies or regulations, or violation of federal, state, or local laws will be grounds to discontinue a student's use of the technology and may result in other disciplinary and/or legal action.

Acceptable use guidelines:

All electronic device use is subject to the directions of and policies of the classroom teacher.

Use of the internet is a privilege, not a right.

Students will not use Cobb County School technology or personal devices to access inappropriate material on the internet.

Use of the Cobb County School technology will be for educational purposes only.

Students must use a flash drive or internet-based storage (such as Google Docs or DropBox) to transfer documents and assignments between school and home.

Students must also plan ahead with the understanding that network outages could make internet-based storage unavailable at times.

Students are not permitted to install or modify any software in their student directory or on the school server.

Any document stored on student server accounts must be school-related and school-appropriate.

Students are not permitted to access the student directory/files of another student.

### **Bring Your Own Device (BYOD)**

Students may choose to bring a personal laptop, tablet, or smartphone for use at school. These devices are granted access to the school network for educational uses in classes. Students are responsible for the security of their devices. Walton is not responsible for replacing lost or stolen personal electronic devices. Teachers will determine their policies and practices governing the use of these devices in their classes. Acceptable use guidelines (see above) apply while these devices are in use on the Walton campus.

### **Electronic Devices & Assessments**

Phones and other devices must be stored according to their teacher's directions while any tests or quizzes are out in the classroom. Cell phone or other electronic device use during any assessment will result in a zero on the assessment and a U in conduct (see 2.1).

### **2.3 Grades/Grading Scale**

This is the current grading scale:

A = 90-100   B= 80-89   C= 74-79   D = 70-73   F= Below 70

### **2.4 Make-Up Work**

When a student is absent from school for any reason, they should find missed work and class information on CTLS. All inquiries, arrangements, and written confirmation of arrangements for make-up work after absences are the student's responsibility and not her/his teacher's. Should the student fail to inquire about and arrange for make-up work, zeros will be assigned for all work missed.

If the student has missed written assignments of which he/she was unaware, he/she will be given the same number of days to complete the assignment as the other students were given. Each teacher will establish due dates for major/long-term projects and these due dates will not be altered for excused or unexcused absences.

Students under suspension will be provided make-up work or tests according to the county guidelines.

**Excused Absence:** The number of days allotted to make up work is the total number of consecutive school days the student was absent. For instance, a student who has been

absent for three (3) consecutive days would have three (3) school days to make up her/ his work if these were excused absences. A teacher is authorized to extend the number of days if the teacher feels that the circumstances warrant the extension. Students who are absent due to a field trip or a school-sponsored activity will be allowed to make up all work missed. However, students must be prepared to continue with regular class activities upon their return.

**Unexcused Absence:** Students must meet individual teacher's deadlines for make-up work due to unexcused absences. This must be a minimum of one (1) school day. If a student has missed an assessment due to an unexcused absence, the student will be expected to make up the assessment the day he/she returns to school.

**Classwork, quizzes, and tests missed due to skipping class may not be made up.**

## **2.5 Textbook and Calculator Responsibilities**

Textbooks are available to students in each class that has a county adopted text. In some classes, texts will be available during class time or on a check-out basis. School textbooks are the property of the State of Georgia; students are responsible for protecting textbooks from loss, theft, and damage. If a textbook is lost, report cards will be held and no new texts will be issued to students until payment has been made. Students who lose or damage textbooks will be charged based on a county schedule. Students need to keep their receipts to be issued a refund if the book is found. Misplaced or damaged calculators will be charged a replacement cost.

## **Section 3 - Student Behavior**

### **3.1 Cell Phones**

Students are not to use cell phones during class time unless specifically instructed by the teacher. Phone use during any assessment will result in a zero on the assessment and a U in conduct (see 2.1 (q)). Phones are available in the Attendance Office for emergencies and for check-out purposes. Failing to follow classroom procedures will result in a disciplinary referral.

### **3.2 Detention: Administrative**

Students are assigned to detention by an administrator for infractions of the Behavioral Code. Detention is scheduled by each individual administrator. Transportation is the responsibility of the student.

### **3.3 Detention: Teacher**

Students may be assigned detention before or after school as a consequence of misconduct that does not warrant an administrative referral. Parents/students must make prior arrangements with teachers if conflicts exist with the scheduled detention times. Students must see their teachers to schedule make-up detention after absences.

### **3.4 Displays of Affection**

The students of Walton High School are expected to refrain from excessive displays of

affection while at school.

### **3.5 Dress Code (Policy JICA)**

All students are encouraged to observe a standard of grooming and dress consistent with school formality. Administrators and teachers shall enforce the dress code policy, and the administrator shall be the final judge for whether the apparel is appropriate, disruptive, distracting, or in violation of the dress code. Students who violate the dress code will be asked to change clothes immediately or administrative action will be taken.

The minimum standard of dress for students shall be as follows:

1. Shoes must be worn.
2. Head coverings (Hats, caps, hoods, bandannas, etc.) are not to be worn in the school buildings unless there is a special activity where they are deemed appropriate by the administration. Students wearing hats in the building may have their hats taken up and retained for the remainder of the semester. The school will not be liable for items that are taken as a result of policy violation.
3. Clothing or ornamentation displaying or advertising substances illegal for minors is prohibited. Additionally, suggestive phrases, designs, markings, or profanities are prohibited.
4. All students shall maintain an acceptable standard of dress. This shall include, but not be limited to:
  - a) No pajamas, slippers, or bedroom attire except on designated days.
  - b) No visible undergarments. No outer garments that ride too low, have inappropriate holes, or are translucent.
  - c) No garments that are too revealing.
  - d) No midriff shirts, off-the-shoulder shirts, or dresses. Appropriate undergarments are required. Strapless garments must be worn with a jacket.
  - e) No tank-tops.
  - f) No short shorts. The appropriate length of shorts and skirts will be determined as those that extend to or below the tips of the fingers with arms dropped loosely to one's side.
  - g) No chains and pointed studs.

### **3.6 Food and Beverages**

Vending machines are available for student use. Students should take responsibility for properly disposing of all drinks and food wrappers. Walton High School cannot be responsible for a malfunction of vending machines and cannot refund money.

### **3.7 Hall Pass**

Any student who is out of her/his classroom during a class period must carry a hall pass/agenda issued by a school official. Student assistants will be expected to carry a hall pass when on official business for an administrator or department.



### **3.8 In-School Suspension (ISS)**

The purpose of the in-school suspension program is to provide an alternative to the standard practice of sending a student home from school. The student assigned ISS will be removed from regular classes and is not eligible for participation in any after-school activities on the days he/she is assigned ISS. He/she will be placed in a special classroom setting under close faculty supervision. The student is not allowed contact with other students and only minimal contact with the instructor. The student is required to work on assignments sent by their classroom teachers to the ISS instructor.

Administrators assign students to the ISS program. The student is responsible for work missed while in ISS and must turn it in the day he/she returns to class or he/she will receive no credit for that assignment. Students who misbehave in ISS may be suspended from school.

### **3.9 Profanity**

The expression of profane, vulgar, abusive, or suggestive language on school property is strictly prohibited.

### **3.10 Restricted Areas**

Students are to remain clear of all parking lots, playing fields, wooded areas, and adjacent properties after arrival to school.

### **3.11 Saturday School**

Saturday School is a consequence assigned by an administrator for various categories of misconduct. The hours are 8:00 AM - 12:00 noon. Students should not arrive late (after 8:00 am).

### **3.12 School Safety**

Safety is the first concern of every faculty member here at Walton. Safety is also a team effort. Students you have a responsibility in school safety. If you have any concerns, please let a faculty member know. Cobb County School District has an app where you can report any safety concerns. To find the app just search "safe schools alert" from your app store. Also, there is a tip line and email that are on posters throughout the building. Finally, please do not open outside doors to let people in, limiting where people can enter the school is one of the most important parts of school safety.

## **Section 4 - Communication**

### **4.1 Announcements**

Most announcements will be made over the public address/intercom system, digital display, or on WHS-TV during advisement. All students should listen attentively to announcements. Announcements made over the school's P.A. system are for student information about school operations and activities. A teacher or administrator must approve club announcements. Classes will be interrupted for announcements only in cases of

emergency.

## 4.2 Signs Posted in Buildings

Digital announcements are always encouraged to conserve paper, but signs may be put up on bulletin boards for the following events: school-related activities, sports, and student elections. **Signs should never be taped to painted or glass surfaces.** Sponsors or teachers must approve posters before they are posted in the building.

## 4.3 Student Responsibilities for School/ Home

Students are expected to share written notes, messages, report cards, and other documents with their parents.

# Section 5 - Attendance

## 5.1 Attendance Office

Students leaving early will have a parent email the Attendance Office on the morning a dismissal is needed. Please see the process below under early dismissal. Email addresses and further attendance information can be obtained by visiting [Waltonhigh.org/ general information/attendance](http://Waltonhigh.org/general-information/attendance).

Students arriving late will come to the attendance office and sign into our late arrival system. See below under late arrivals.

The student should have their parent email or bring in a written statement the next day from her/his parents or guardian stating the date(s) of absence, the reason for absence, the parent's phone number, and the parent's signature. These statements should be presented or emailed to the attendance office, which will code the absence electronically. If a statement is not brought, or if the reason for an absence is not excused, the absence will be marked "unexcused." Students will be given **three days** to clear up the unexcused absence.

Students are responsible for checking attendance in their "student view" account and ensuring that notes are submitted for any absences.

State law governs excused and unexcused absences. Students may be temporarily excused from school:

- \* When personally ill and when attendance in school would endanger their health or the health of others.
- \* When there is a serious illness or death in their immediate family that would reasonably necessitate absences from school.
- \* When observing special and recognized religious holidays observed by their faith.
- \* When mandated by order of governmental agencies, e.g. court order
- \* When conditions render school attendance impossible or hazardous to their health or safety.
- \* When Administrative approval has been granted.

**This school does not recognize and/ or sanction in any form a Senior Skip Day. Students who participate in such an event or activity will be credited with unexcused absences.**

## **5.2 Absence Notification**

Parents are encouraged to check their student's daily attendance or attendance history when they check grades by accessing the district internet site Parent VUE. Parents must request a PIN for their student from the Records Room to be able to access the records. Cobb County sends out notifications of student absences through CTLS each afternoon. Because these notifications are not generated by Walton, they cannot be disabled at the school level.

## **5.3 Certificate of Enrollment**

Students who need a Certificate of Enrollment to obtain their learner's permit or driver's license must first request the appropriate form in the Attendance Office. Go to [Waltonhigh.org/students/certificate](http://Waltonhigh.org/students/certificate) of enrollment and follow the instructions for submitting this form. The Attendance Office will sign the form and forward it to the front office to be notarized. This is a 2-day process. Notarized forms will be available at the visitors' counter in the front office the following school day at dismissal time. You must have exact change for the fee of \$2.00. **Please do not ask for exceptions.**

## **5.4 Early Dismissal**

The school day officially begins when students arrive on campus. If students arrive early, they are expected to stay on campus at all times until their school day officially ends, or administrative permission has been granted to leave early. Email requests from a parent for early dismissal should include the student's first and last name, student ID number, telephone number where a parent may be contacted, and reason for dismissal. All students **must** have parental or administrative permission prior to leaving campus before their scheduled time. An electronic dismissal will be sent to the student's Cobb County email address which they can access from their phone. Students will need to receive a dismissal before exiting the building. If a student returns to campus that day, they will simply reply to the email once they are back in the building. Early dismissal notes should be received by the Attendance Office as soon as possible during the day and maybe periodically verified by the Attendance Office. The Attendance Office opens at 7:30.

## **5.5 Emergency Numbers**

Students/parents should list emergency telephone numbers for relatives or neighbors in ParentVue. Students cannot be released to anyone who is not listed in ParentVue as an emergency contact.

In situations where parents will be out of town and not available by phone locally, the school should have, in writing, instructions, and information regarding temporary guardianship before the parents leave town. These instructions should be delivered to the Attendance Office.

## **5.6 Final Exam Exemption**

Each student who has an A average in a specific class regardless of the number of absences in that class may choose to exempt the final exam in that class. A maximum of

two (2) final exams may be exempted each semester.

### **5.7 EOCs—final exams**

Students enrolled in classes with an EOC (Algebra, Biology, American Literature, and U.S. History) will not take a cumulative final exam second semester but will be **required** to take a first-semester final exam.

### **5.8 Late Arrivals—Checking into School**

Students who arrive late to school but before 8:30 AM should report immediately to their 1st-period class. The 1st-period teacher will record the tardy and apply the Walton tardy policy. Students who arrive after 8:30 AM, including those arriving on a bus, should report first to the Attendance Office and sign into our Late arrival system. We will give them a late pass to show their teacher. Students must have a written note or have an email from their parent sent with the reason for the tardy explained for the tardy to be considered excused. Reasons for excused tardies are the same as for excused absences. (See 5.1)

If a student does not have a phone or their device is unable to access WIFI, we can sign them in manually. Students will always be expected to report to class immediately after leaving the Attendance Office. Students who do not check into the Attendance Office when they arrive will be referred to their administrator.

### **5.9 Leaving Campus—” Once on campus, stay on campus”**

Students are not allowed to leave campus at any time after their initial arrival to school. This includes 0-period students and those students who arrive early and desire to leave before the start of first period. Students who must leave campus must either check out through the Attendance Office or have permission from an administrator. Students are not allowed to leave campus for lunch. The first offense will result in ISS. For students with parking, the first offense will also result in a 15 school-day suspension of parking privileges and a second offense will result in a 45 school-day suspension. Additional offenses may result in parking being permanently revoked.

### **5.10 Information Center Lunch Passes**

Students may use the Information Center during lunches as needed. Students may report directly to the Information Center or receive a pass from the administration in the dining hall.

### **5.11 Tardies to Class**

All tardies are monitored and addressed by the Walton administration. Tardies are cumulative over ALL classes.

Number of CUMULATIVE Unexcused Tardies	Consequence
7 <sup>th</sup> cumulative tardy	Discipline referral, warning issued, email home to parent/guardian
12 <sup>th</sup> cumulative tardy	WEB detention assigned
16 <sup>th</sup> cumulative tardy	Saturday School assigned
20 <sup>th</sup> cumulative tardy	2 days of ISS assigned
20+ cumulative tardies	Increasing discipline as assigned by grade level administrator

## **Tardies and Jr./Sr. Parking**

Juniors and seniors who park on campus and accumulate 7 unexcused tardies to first period will have their parking privileges revoked. Parking privileges will be suspended for a minimum of 45 days and up to one semester.

## **5.12 Withdrawals**

Any student withdrawing from school for any reason is to report to the Attendance Office for the proper forms a few days before the withdrawal date. On the withdrawal date, the student must be accompanied by a parent or guardian or bring a signed note stating the reason for the withdrawal, the new home address, and/or the new school address. The student is responsible for clearing their records by returning all books, devices, uniforms, equipment, etc. As well as paying any fines. A student who withdraws from Walton before the end of a semester will not earn units of credit. Withdrawal grades will be listed at the time of withdrawal but will not be listed on the permanent record card.

# **Section 6 - Student Activities**

## **6.1 Clubs and Organizations**

Students may take an active part in student clubs and organizations. The Student Government will only approve clubs and organizations that do not discriminate based on race, color, national origin, or religious affiliation. All approved organizations must have a faculty sponsor.

Student-initiated organizations which exist to foster, or advocate religion will be allowed to use school facilities for meetings before or after the school day under the Equal Access Act. A staff member must be present at all meetings.

Information for clubs as well as a list of current clubs and each of their mission/purpose can be found on the Walton website at [www.waltonhigh.org.>Students>Clubs & Organizations](http://www.waltonhigh.org.>Students>Clubs & Organizations).

## **6.2 Policies for School-Sponsored Activities**

Cobb County Board of Education policies are in effect for all students at any school-sponsored activity. This includes any event that may take place on or off the Walton campus. These policies govern the behavior of students involved in academic events, co-curricular activities, field trips, or any additional school-sponsored event.

The code of conduct for students involved in athletic interscholastic activities applies 365 days a year, 24 hours a day, in and out of the specific extracurricular season, on/off-campus, and through the use of school or outside technology resources (ref. CCSD policy IDF-R for more information.)

## **6.3 Dances and Social Activities**

Attendance at dances and social functions is restricted to Walton High School students only unless a date has been registered in advance with an administrator. The sponsoring organizations are responsible for the proper conduct of all persons at the activity.

Appropriate dress will be established by the sponsor/ administration before the dance. All school/ system behavior policies will be enforced.

## **6.4 Fund Raising Activities**

All fundraising and sales activities must have prior approval from school administration. Personal solicitation of sales for fundraising by students is prohibited by the Cobb County Board of Education.

# **Section 7 - General Information**

## **7.1 Lockers**

Individual lockers are not provided except in locker rooms for students taking physical education classes or athletic events. Lock rental is available (\$5.00), but each student is responsible for all items in the locker and must provide their lock. The school is not liable for lost, stolen, or misplaced textbooks or personal items. The school reserves the right to enter and search any school locker at any time.

## **7.2 Lunches**

Information about school lunches including current meal prices, menus, nutrition analysis, and staff contacts can be accessed at the Food and Nutrition Services website [www.cobbk12.org](http://www.cobbk12.org), Lunch menus.

Food/lunch deliveries by restaurants are not allowed without prior administrative approval.

Information Center lunch pass policy is in 5.10 and on the Information Center website.

## **7.3 Parking**

All students parking on campus must have a CCSD Parking Permit with a valid decal properly displayed on their windshield. Application information is available on the Walton website and communicated by the administration. Students who park on school grounds without a parking decal will be ticketed or towed after multiple offenses. A parking ticket, excessive tardiness, or absences will jeopardize the chances of a student receiving or keeping a parking space. Students issued a parking ticket will be charged \$10.00 min. for the first ticket and \$20.00 for a second offense. All fines are due the day following the issuance of the ticket. Tickets are paid in the front office. Students are not to return to their cars during the school day unless permission is obtained from an administrator. All vehicles on campus are subject to periodic searches as a condition of being allowed to have the vehicle on school property. Any unregistered or illegally parked vehicle is subject to towing at the owner's expense. *Students assigned to the E lot must move their cars each afternoon by 3:30 pm during the fall semester.*

## **7.4 Personal Property**

Students are expected to bring to school only the items of personal property necessary for class participation and extracurricular activities. Items considered potentially dangerous or disruptive of school procedures will be confiscated. This includes but is not limited to electronic devices, skateboards, hoverboards, and balls. Student theft, possession of stolen property, or selling and/ or purchasing stolen property will result in severe consequences as outlined in the Cobb County Student Code of Conduct. Students are especially encouraged not to bring valuables and large sums of money to school. Students who participate in

physical education should have a lock on the assigned gym locker to ensure the security of personal property. Valuable items should not be left unattended. The school is not responsible for lost or damaged personal property.

### **7.5 Visitors**

Visitors to the school must register in the school office and receive a visitor's pass. Students are not allowed to have students from other schools or out-of-town guests attend classes with them. Parents must contact an administrator before any visitations of their student's classes. Once approval is given, they must check with that administrator to arrange for a visitor's pass.

### **7.6 Work Permits**

Effective July 1, 2015, except for minors in entertainment, work permits are no longer required for youth age 16 and older. These may be obtained from the student's employer, in the Records Room or online: <https://dol.georgia.gov/get-youth-work-permit-online>